Standards & Ethics

Article I – Purpose of Standards & Ethics Committee
The purpose of this Committee is to investigate possible and alleged violations of current NJCAA eligibility rules and violations of codes of conduct as it relates to Region XIX member institutions.

Article II – Membership of the Standards & Ethics Committee
The Region Director shall appoint the members of the Standards & Ethics Committee. The membership of the Standards & Ethics Committee will consist of five (5) voting Athletic Administrators of member colleges. One of the members of this committee shall be selected as Chair, one selected as Assistant Chair who will serve as recording secretary.

When there is a matter brought to Standards & Ethics that involves the institution of a committee member, the committee member(s) must excuse themselves from the committee’s deliberations. The committee chair will appoint a substitute(s) from the membership.

Article III – Scope of the Committee
To consider matters pertaining to alleged violations as they relate to scholarships, grants-in-aid, NJCAA rules of eligibility, unsportsmanlike conduct, or unethical conduct of Region XIX institutions; self-reported, reported to the Executive Committee or reported by another institution and supported by written and documented tangible information.

Article IV – Process
1. All cases of eligibility violations or misconduct involving Region XIX member institutions must be submitted in writing to the Chair through the Regional Director ten (10) days prior to each regional meeting.
2. If a violation or charge (self-reported or by another institution) is brought against a member college, the affected college(s) must report and submit information to the respective Regional Director prior to communication with the NJCAA. In addition, the affected college(s) will be notified in writing or email format with a Letter to Appear before the Standards & Ethics Committee. This invitation to appear will be sent directly to the Athletic Director. Upon receipt of the invitation to appear, the Athletic Director will be required to submit a report, including pertinent videotape (mandatory in the sport of basketball) to the Chair of the Standards & Ethics Committee outlining the nature of the charge or incident, any administrative action taken, and any other pertinent information relating to the alleged violation. This report will be due seven (7) days from the receipt of the Letter to Appear.
3. In the event that a reportable violation occurs just prior to a regularly scheduled Region XIX Standards & Ethics meeting, the institution(s) involved will be required to submit their reports, in writing, at the first meeting date of the regularly scheduled Regional meeting.
4. After careful investigation, a hearing will be scheduled at which time the college will afforded the opportunity to defend its action(s) and/or refute the charges. Minutes will be taken during the entire course of the hearing.

5. The Standards & Ethics Committee will report and make recommendations to the full legislative assembly on its findings. The Athletic Directors (or other designated representative) of member institutions will vote to accept or reject the recommendation(s) of the committee. The legislative assembly of Region XIX shall have the power to change the recommendation(s) of Standards & Ethics by a majority vote of the quorum.

6. Should a member institution wish to appeal a recommendation of the Standards & Ethics Committee that has been approved by the membership of Region XIX, the institution may do so through the Procedures of Appeal as outlined in Article IX of this code. The procedure by which a college will be penalized shall be consistent with the goals and objectives of the NJCAA and Region XIX.

**Article V – Eligibility Violations Time Frame**

Eligibility violations will remain active for a period of two (2) playing seasons after season of the affected sport violation. After two (2) years, a new offense will be dealt with as a first offense.

**Article VI – Categories of Violations**

Offenses are classified in the following categories:

**Major Violations- Eligibility Violations**

A. **Severe Violations**: Ruled on by the NJCAA

B. The Region XIX Standards and Ethics Committee will follow up with and monitor NJCAA rulings with the member institution.
   1. Late entry of eligibility forms
   2. Eligibility filing
   3. Recruitment
   4. Allowing a student to compete before all forms are validated
   5. Willful violations of Article VI- Grants In Aid and Recruitment
   6. Willful violations of academic integrity in the eligibility process
   7. Amateurism

C. **Secondary Violations**: Within a two year period per sport per institution

1\(^{st}\) Offense- Appear in front of Standards & Ethics & Letter of Reprimand to Athletic Director

2\(^{nd}\) Offense- Appear in front of Standards & Ethics Letter to immediate supervisor

3\(^{rd}\) Offense- $75 Fine-Paid to Region XIX

1. Repeated non-acceptable infractions in any sport(s)
2. Cancelling a season within the following time periods
   a. Fall Sports Season- August 23-End Of The Season
   b. Winter Sports Season- October 18-End Of The Season
   c. Spring Sports Season- February 25-End Of The Season
3. Failure to monitor full-time enrollment
4. Major sportsmanship violations (hitting, kicking, striking, spitting or attempting to hit kick, strike or spit an opponent, coach, official athletic staff member)
5. More than one minor violation can equal or value up to a secondary violation.
Minor Violations
Within a two year period per sport per institution

1st Offense- Appear in front of Standards & Ethics & Correction plan
2nd Offense- Appear in front of Standards & Ethics Letter of Reprimand to Athletic Director
3rd Offense- $50 Fine-Paid to Region XIX

1. Minor sportsmanship (verbal abuse or aggressive gesture toward an opponent, coach, official, fan or athletic staff member)
2. Declaring club status within the following time periods
   d. Fall Sports Season- August 23-End Of The Season
   e. Winter Sports Season- October 18-End Of The Season
   f. Spring Sports Season- February 25-End Of The Season
3. Individual/team disruptive behavior
4. Ethics violations of the Region XIX code as report by Sport Chair
   Examples of these violations are listed below.
   a. Failure to input statistics and scores to appropriate websites as stated by sport code.
   b. Failure to upload game film to appropriate system per sport code.
   c. Dress code violations
   d. Late arrivals to games with no phone call
5. 3 or more No Contest Dates in a sport season
6. Technical or clerical violations related to eligibility of a student.

Forfeits/ No Contest
Forfeit- A forfeit is declared when all participating teams are present and the referee or other appropriate contest official has assumed jurisdiction in accordance with the applicable playing rules. A contest that has been completed can be declared a forfeit at a later date by appropriate governing bylaws and policies (national, region, conference). Sports committees and executive committees can rule on cases where weather caused games not to be completed.

No Contest - A No Contest is declared when a team does not appear (e.g., due to weather conditions, accidents, breakdown of vehicles, illness, or catastrophic causes) or cannot fulfill its schedule, a forfeit is not recorded (unless the rules of the sport provide for otherwise). Under-rostered teams, selective scheduling or the number of games per week are not considered to reasons for a no contest.

An institution must make every effort to fulfill their Region division schedule and all out of division contests that have a signed agreement.

In circumstances that require a no contest between two Region XIX teams, the Standards & Ethics Committee will review a formal written justification or explanation from the offending college.

The Standards & Ethics Committee will review the circumstances and render a decision that may include one or more of the following sanctions:
1. The offending team must cover all contest expenses incurred by a home or visiting team involved in a forfeit.
2. Multiple no contests in one season could result in non-qualification for Region XIX Tournament. All cases are considered individually.
3. Subsequent forfeits in the same sport season may lead to the offending team being placed on Region probation for the following season in that sport.
4. If placed on probation; failure to meet agreement obligations could lead to ineligibility for postseason play.

Article VII – Violation Men & Women’s Programs
For the purpose of determining an appropriate penalty, violations of NJCAA Rules of Eligibility in sports where separate NJCAA tournaments are held for men and women, violations pertaining to men’s programs will be considered as a separate category from those pertaining to the women’s program. Multiple controlled violations in a college program may include additional penalties and/or probation. In the event the NJCAA imposes penalties upon an institution, the Region will not impose any additional penalties or duplicate those already assessed.

Article VIII – Forfeiture
When an institution acknowledges a definite non-appealable eligibility violation, the college, if called in for the case, shall submit letters of forfeiture, within a period of ten (10) working days after the acknowledgement.

Article IX – Procedures for Appeal of Region XIX Legislative Vote

Section 1 – GENERAL
Procedures set forth in this Article are the sole methods for the challenge of decisions recommended by the Standards & Ethics Committee and subsequently voted on by members of Region XIX/NJCAA
A. Consent: As a condition of membership in Region XIX/NJCAA, member colleges consent to be bound by the provisions of this and all other articles of this bylaw.
B. Litigation Prohibition: Member colleges and student-athletes may not institute a suit at law or in equity, nor seek any court injunction or restraining order concerning any dispute or controversy involving Region XIX/NJCAA enforcement or interpretation of bylaws, rules, regulations or sanctions.
C. Penalties: Member colleges which institute legal action against the NJCAA, may be subject to payment of attorney fees and court costs, expulsion, sanctions, penalties, fines, probation or other penalties as determined by the Executive Committee of Region XIX/NJCAA.

Section 2 – AUTHORITY OF REGION XIX
The Executive Committee of Region XIX shall make all decisions concerning challenges and/or questions of the interpretation and enforcement of the Bylaws, Rules and Regulations of the Standards & Ethics Committee of Region XIX. In situations or cases where the health, safety or welfare of other persons are at risk, and when time is of the essence, the Executive Committee
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may enforce or unilaterally set forth restrictions prior to a regularly scheduled Standards & Ethics Committee meeting.

Section 3 – APPEAL TO THE EXECUTIVE COMMITTEE
A. Any member of the college affected by a decision of the Standards & Ethics Committee and subsequently ratified by the Legislature shall have a right to appeal that decision to the Executive Committee of Region XIX.
B. The request for appeal must be sent to the Division Director of Region XIX. The request for appeal to the Executive Committee must be in writing and must be received by the Director within five (5) calendar days from the date of the decision by the Region XIX Legislature. The request for appeal must be signed by the President of the appealing college and set forth in detail the appealing college’s basis for challenging the decision of the Region XIX Legislature. The appealing college may attach any documentation it deems appropriate to its request for appeal.
C. The appealing college’s request for appeal shall set forth the factual basis for its appeal, including all defenses it deems appropriate. The appealing college shall set forth in detail each Bylaw and/or rule and regulation of the NJCAA involved in its appeal and list specific reasons why the decision of the Region XIX Legislature should be reversed. The Director shall forward the appealing college’s written presentation to each of the members of the Executive Committee in a reasonable and timely manner.
D. Decisions of the Executive Committee concerning the appeal shall be in writing. The decision of the Executive Committee shall be due within five (5) days from the date the appealing college’s written presentation is received by the Division Director, as set forth above.
E. Unless a majority of the total number of the members of the Executive Committee votes to overturn the decision of the Region XIX Legislature, the appeal will be denied. Majority shall mean the majority of all of the members of the Executive Committee, not just a majority of those members who actually vote.

Section 4 – EXPENSES
The appealing college will bear the financial expenses incurred during the appeal process. Expenses shall include travel, accommodations and phone expenses for the Executive Committee, legal counsel, legal stenography and all other pertinent related expenses.

Section 5 – FURTHER APPEALS TO THE NJCAA EXECUTIVE STAFF AND EXECUTIVE COMMITTEE
Following the decision of the Region XIX Executive Committee, the NJCAA appeal process is set forth and outlined in Article VII of the NJCAA Bylaws.

Section 6 – All cases heard by the Standards & Ethics Committee are heard on a case by case basis. All information will be taken in consideration and used to make a fair decision.

Revised: October 2008
Revised: October 2011 (TT)
Revised: August 2013 (TT/J. Simone)
Revised: March 2016 (A. Trump)
Last Revised: October 2017 (A. Johnson)